

**JORHAT INSTITUTE OF SCIENCE & TECHNOLOGY
JORHAT**

**MINUTES OF THE
FIFTH MEETING OF THE BOARD OF GOVERNORS
TO BE HELD ON 23rd AUGUST 2019**

**Venue: CONFERENCE HALL, TECHNOLOGY INCUBATION
CENTRE, IIT GUWAHATI
North Guwahati, Assam**

Time: 4.00 pm

The 5th meeting of the Board of Governors of Jorhat Institute of Science & Technology (JIST) was held on 23/08/2019 at the Conference Hall, Technology Incubation Centre, IIT Guwahati, North Guwahati, Assam.

The following members were present:

1.	Prof. Dharendra Nath Buragohain	Former Director IIT Guwahati	Chairman
2.	Dr. Bibeka Nanda Choudhury	Principal, JIST	Member Secretary
3.	Dr. Atul Borah	Director of Technical Education, Assam	Ex-officio Member
4.	Mr. Shyamkanu Mahanta	Entrepreneur Infrastructure Tourism Hydropower Implementation Education, Assam	Member
5.	Dr. Ranjan Tamuli	Professor, Department of Biosciences and Bioengineering, IIT Guwahati.	Member
6.	Dr. Biswa Ranjan Phukan	Academic Registrar ASTU	Member
7.	Dr. Chandra Chutia	Associate Professor, Mathematics, JIST	Member
8.	Dr. Sudarshan Patowary	HoD, Civil Engg. Dept., JIST	Member
9.	Dr. Mukul Chandra Borah	SPA, SPIU NE, MHRD	Special Invitee
10.	Dr. Bhaskar Jyoti Sarmah	Nodal Officer (Procurement), TEQIP-III, JIST	Special Invitee

The other members, Prof. A. M. Peters, Dr. B. N. Sahoo and member nominated by AICTE were unable to attend the meeting.

At the outset, the Chairman expressed his surprise that the terms and conditions, under which the BOG had to operate, had not been procured by the Institute and placed before the Board for the information of the members, although the Board had directed the Institute to procure the same at every Board meeting starting with the first meeting on 22/12/2018.

The Chairman then remarked that, although his understanding was that the BOG was normally required to look after all aspects of the Institute's functioning, it seemed that Board meetings were being called only for obtaining approvals for purchase of equipment under the TEQIP-III programme and the Board had been acting only like a purchase committee. The Chairman expressed his reservations about conducting the meeting as this was purported to be only a purchase committee meeting. At this point, Mr. Shyamkanu Mahanta, member of the BOG, informed the Board that the terms and conditions of the Board of Governors had been specified in a Government Notification dated 25th June, 2018, available with Jorhat Engineering College, and displayed pictures of the same in his mobile phone which clarified the role of the BOG.

The agenda of the meeting was then taken up as below:

Item No.1.

Confirmation of the minutes of the 4th meeting of the Board of Governors of the Institute held on 20/07/2019.

The minutes of the 4th BOG meeting held on 20/07/2019 was placed before the board for approval.

Resolution No: R_05 BOG/23/2019

RESOLVED that the minutes of 4th BOG meeting held on 20/07/2019, be approved.

Item No.2.

Report of action taken on the decisions of the 4th BoG meeting held on 20/07/2019

(a) Resolution No: R_05 BOG/24/2019

RESOLVED that as per the advise of the BoG, a detail procurement plan of items (Laboratory quipment/Software/Books, etc.) to be procured for various academic departments and institution level (duly authenticated by departmental Purchase committee) was placed before the Board of Governors along with previous order copies of items from any reputed institutions like IIT, NIT, IIIT etc. for authentication of price particularly for proprietary items . The board considered the matter in detail and ask the authority to inititate the process following proper guidelines of MHRD.

(b) Resolution No: R_05 BOG/25/2019

RESOLVED that as per the advise of the BoG, it is planned to publish the advertisement in "The Assam Tribune" for wide circulation against procurement of laboratory equipmenmts under TEQIP-III by shopping mode.

Item No 3.

Approval of procurement plan TEQIP-III fund of MHRD in JIST.

As per the email dated Jun 25, 2019, received from consultant, NPIU as well as from SPA, SPIU, and a letter from AS(TE), MHRD, forwarded by Central Project Advisor, National Project Implementation Unit (NPIU), minimum 75% expenditure in procurement is required to be done and 100% PO to be issued is by all TEQIP-III institution by 15th September 2019. Therefore, to meet up the desired target, a detail procurement plan (ANNEXURE-I) of items (Laboratory equipment/Software/Books, etc.) to be procured for various academic departments and institution level (duly authenticated by departmental Purchase committee) under the support of TEQIP-III fund of MHRD and previous order copies of any reputed institutions like IIT, NIT, IIIT etc. for authentication of price particularly for proprietary items is enclosed for discussion and necessary approval.

Resolution No. R_05 BOG/26/2019:

RESOLVED that the Board of Governors approved the purchase of items (Laboratory equipment/Software/Books etc.) for various academic department

and institution level (dully authenticated by departmental Purchase committee) under the support of TEQIP-III fund of MHRD to meet up the desired target of 75% expenditure in procurement of TEQIP-III fund.

Item No 4

Engagement of external agency for the supervision of finance-related work

One of the members of the BoG Mr. Shyamkanu Mahanta suggested the Principal, JIST to explore with external agency for the supervision of the finance-related work of the college.

Resolution No. R_05 BOG/27/2019:

RESOLVED that the Board approved the proposal raised by the Mr. Shyamkanu Mahanta and ask the Principal JIST cum Member Secretary to appoint some external agency to look after the finance-related work of the college.

Item No 5

Any other Matter with the permission of the Chair

In the light of the fact that the Government Notification on the constitution of the Board of Governors of JIST and the terms and conditions of its functioning was now available with Institute, the same was now required to be placed before the Board for the information of its members so that henceforth the Board could discharge its duties as outlined in the notification.

Resolution No: R_05 BOG/28/2019

RESOLVED that the Government Notification, dated 25th June 2018, specifying the composition and the terms and conditions of the Board of Governors of JIST be placed before the Board at its next meeting.

The meeting ended with a vote of thanks to the Chair.



(Dr. Bibeka Nanda Choudhury)

**Principal & Member Secretary
Board of Governors, JIST, Jorhat**